

BOARD OF SELECTMEN

February 24, 2015

Minutes

The Board of Selectmen met on Tuesday, February 24, 2015 at 7:00 p.m. in the Town Hall Clark Room. Those present were Selectmen John Gorecki, Douglas A. G. Stevenson, Peter Scavongelli, Nathan Brown and Vanessa Hunnibell Moroney. Town Administrator Timothy D. Goddard was also present.

Also in attendance:

Council on Aging Director David Klein

Department of Public Works Superintendent Gary Davis

Finance Committee chair, Michael Bishop

Community Preservation Committee chair, Luke Ascolillo

Long Term Capital Requirements Committee member David Guarino

Town Moderator, Wayne Davis

Town Clerk, Charlene Hinton

Mr. Stevenson spoke about the recent passing of former Carlisle resident Howard Hensleigh. He said Mr. Hensleigh served on the Carlisle School Committee and Board of Selectmen. Mr. Stevenson said Mr. Hensleigh contributed greatly to the Carlisle community and to his country. He extended condolences to Mr. Hensleigh's family.

Community Input

David Klein, Director of the Council on Aging was present to talk about the award the Town of Carlisle received for being the Best Intergenerational Community by an organization in Washington, D.C. known as Generations United. He said Carlisle was one of three communities to win for 2015. He said COA member Patti Russo and many Department Heads worked on the application for this award for about a year. David said on February 11th, he and a few members of the Council on Aging and Selectman Gorecki went to Washington, D.C to accept the award.

DPW FY16 Budget Request

Mr. Gorecki thanked Gary Davis and the DPW workers for all of their hard work clearing the Town roads during the last snowy month. In regard to the snow and the budget for same, Gary said he is presently \$35,000 in the red. Gary said this amount also includes repairs to trucks, sand and salt and hired equipment.

Gary presented to Board the DPW FY16 Budget which he said is level funded. The capital items for this year include a Snow Plow for a new truck in the amount of [approx.] \$20,000. Gary said the new truck (\$114,000) will be paid through Chapter 90 funds. Gary noted that snow removal equipment cannot be purchased with those funds.

Mr. Gorecki confirmed with Gary that if we were to go forward with the pathways; that is, clearing the pathways from snow, we would need another piece of equipment. Mr. Gorecki said he realizes that could not come out of Ch. 90 funds. It was noted that this type of equipment would be a capital

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request coming from the DPW for an amount between \$50,000 and \$60,000. Mr. Stevenson asked what type of equipment would clear the pathways. Gary said it would be a ride-on snow blower.

Town Administrator Report

1. Bond Anticipation Notes Mr. Goddard said Finance Director Larry Barton has sold two (2) Bond Anticipation Notes (BAN) within the last week. He explained that the two BAN's - \$400,000 for the purchase of the Goff land, and \$375,000 for the School Building project have a due date of March 6, 2015. Mr. Gorecki said in regard to the School Building Project, we are being reimbursed from MSBA for everything except \$40,000.00; therefore Larry has included \$40,000 with the \$400,000 to roll-over into one new BAN for twelve (12) months. This BAN will be due on March 6, 2016 with an interest rate of .5% [\$2,200.00 interest].

On a motion made by Mr. Stevenson and seconded by Mr. Brown, it was unanimously **VOTED** to approve the sale of a \$440,000, .50% Bond Anticipation Note to the Town, dated March 6, 2015 and payable March 6, 2016 to Eastern Bank at par and accrued interest.

2. Conor Flanagan Foundation – Fundraiser Bike ride Mr. Goddard said the Board has received a request from the Conor Flanagan Foundation to conduct a portion of their May 24, 2015 fundraising bicycle ride over the streets of Carlisle.

On a motion made by Mrs. Moroney and seconded by Mr. Brown, it was unanimously **VOTED** to approve the Conor Flanagan Foundation's request to conduct a portion of their May 24th bicycle ride in the Town of Carlisle with the understanding that they shall consult with the Police Department regarding traffic and roadway safety issues and will comply with the Town's policy regarding the marking of bicycle routes.

3. Carlisle Garden Club Mr. Goddard said the Carlisle Garden Club has requested permission to use the Town Common on Friday, June 12th and Saturday, June 13th for their Country Gardens Tour ticket booth and plant sale. He added they are also seeking approval from the First Religious Society. On a motion made by Mrs. Moroney and seconded by Mr. Brown, it was unanimously **VOTED** to approve the Carlisle Garden Club's request to use the Town Common for their Country Gardens Tour ticket booth and plant sale on Friday, June 12 and Saturday, June 13, 2015.

4. STAM letter of Recommendation Mr. Goddard said enclosed in the Board's packet is a letter of recommendation to the Small Town Administrators' Assn. of Massachusetts (STAM) in support of his application for professional certification to this group. Mr. Goddard said he has been a member of STAM for several years and during that time has taken several training courses and seminars in the field of municipal management. He said the professional certification application is intended to acknowledge that continuing education. Mr. Goddard asked the Board to authorize the Chair to sign the letter to STAM's professional certification committee in support of his application.

On a motion made by Mrs. Moroney and seconded by Mr. Stevenson, it was unanimously **VOTED** to authorize the Chair to sign the letter of recommendation to the Small Town Administrators' Assn. in support of Tim Goddard's application dated Feb. 4, 2015.

5. Change of date for Library's One Day Liquor License Mr. Goddard said the Gleason Public Library was forced to cancel their January 24th event due to a snowstorm and therefore they wish to reschedule the event for Saturday, March 14th. He asked the Board to amend its previous approval of a One Day License to reflect the rescheduled date.

On a motion made by Mr. Stevenson and seconded by Mr. Brown, it was unanimously **VOTED** to amend the Boards' previous approval for a One Day Liquor License for the Gleason Public Library, changing the date from January 24, 2014 to March 14, 2015

Building Code grading. Mrs. Moroney said she reviewed the documents in the Board's packet and in regard to the 'Building Code Grading' she was curious as to why the Town receives a low grade. Mr. Goddard said historically the Town has received this type of grade and it is due mainly because the Town does not have its' own water supply. He said therefore the Town has to rely on cisterns for water supply for fire purposes. Mr. Gorecki asked if a discussion with Building Inspector John Luther and Fire Chief David Flannery would be helpful in finding out ways to improve this grade.

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On a motion made by Mr. Stevenson and seconded by Mr. Brown, it was unanimously **VOTED** to approve the Minutes to Board of Selectmen's meeting of January 13, 2015 as amended.

Liaison Reports

Mr. Gorecki reported that at the Financial Management Team meeting this morning Larry Barton discussed the Bond Anticipation Notes. Larry reported that he sent out tax collection letters to the taxpayers owing FY14 taxes. He said in response to those letters, the late tax payments have been paid.

In regard to the School, Business Manager Susan Pray reported that an audit of the School is complete.

Mrs. Moroney reminded the Board that the Affordable Housing Trust will meet on Thursday, February 26th.

Appointments/Resignations

On a motion made by Mr. Stevenson and seconded by Mr. Brown, it was unanimously **VOTED** to accept the resignation of Bonnie Brown from the Audit Committee with gratitude for her service to the community.

On a motion made by Mr. Stevenson and seconded by Mr. Brown, it was unanimously **VOTED** to appoint Tim Hult to the Audit Committee to complete the term of the recently resigned Bonnie Brown.

On a motion made by Mr. Scavongelli and seconded by Mrs. Moroney, it was unanimously **VOTED** to appoint Cathy Galligan from the Board of Health to the Noise Subcommittee for a term that will end on June 30, 2015.

On a motion made by Mrs. Moroney and seconded by Mr. Brown, it was unanimously **VOTED** to appoint Alan Lehotsky from the Housing Authority to the Housing Production Plan Committee for a term to end on June 30, 2015.

Executive Session

At 8:00 p.m. a motion was made by Mr. Brown to enter into Executive Session pursuant to MGL Ch. 30A, §21(a) paragraph (3) to discuss strategy with respect to litigation and as an open meeting may have a detrimental effect on the Town's litigating position and that afterward the Board will return to open session. The motion was seconded by Mrs. Moroney and the following roll call vote was taken: Gorecki – aye; Stevenson – aye; Scavongelli – aye; Brown – aye; and, Moroney – aye.

Open Session

The Board returned to open session at 8:20 p.m.

Town Meeting Coordination Meeting #2

Michael Bishop, chair of the Finance Committee gave an update on changes that occurred to the budget since the last coordination meeting.

Budget Summary Michael spoke about the adjustments to the guideline beginning with the Revenue. In regard to Expenditures, Michael said \$29,433 was added in for the Wage and Classification Study and for the Town Administrator's upcoming contract negotiations. An amount of \$10,000 was included for Veteran's Benefits.

Mr. Gorecki said the Wage and Classification Study consultant was scheduled to attend this meeting. The final Study Report will be presented at the Board's March 10th meeting. Mr. Gorecki said \$20,000 has been selected for any changes to salaries that will result from the Study however if more than that amount is required, it will be handled over the next two years.

Michael said \$1,130.00 was added to cover Long Term Capital items. He said in terms of additional/separate articles, \$33,900 includes \$10,000 for the new study that was discussed last evening in regard to the Fire Department and the on-call setting. Mr. Gorecki said he and Mr.

Stevenson met with Deputy Fire Chief White and Chief Flannery to discuss the proposal of hiring a consultant. He said the purpose for hiring a consultant is to help us understand what we need to do in order to maintain our 'call' Fire Department. The second part of this amount is for a Facilities Study for approximately \$15,000 to \$20,000.00 and \$3,900 for the Greenough Dam Repair Study.

Michael said Police Chief John Fisher met with the FinCom last evening and requested an additional full-time officer. Michael said a lot of the part-time hours would be filled by this position. The net new cost is \$53,000.00 however this proposal has not been included in this budget. The Chief also asked for an additional \$10,000 for more maintenance support at the Police Dept. Mr. Gorecki said he would like to ask Police Chief Fisher to attend the Board's next meeting on March 10th to discuss these items.

In regard to the new tanker truck, Michael said the Finance Committee supports a 'debt exclusion' article for this item.

The next coordination meeting is scheduled on March 10th. Michael said by that date the Finance Committee should have all changes to the Budget in place.

Capital Projects David Guarino said there were no changes since our last discussion. He said the only open issue is the Library. David said they have requested \$60,000 for the Library's heating system; however it seems that the repairs to the system are broader than they thought. Mr. Gorecki said he met with the Library trustees and Director Katie Huffman to discuss this item. He said some of the \$60,000 will be used for repairs and some to obtain a firm estimate for what needs to be done.

Fire Truck Mr. Gorecki said he met with Deputy Chief White and Chief Flannery last Friday to discuss this item. He agreed that it is an important piece of equipment. It will cost \$650,000 to replace the one we have now which is 25 years old. Mr. Gorecki said this item could be ordered in July 2015 and we would begin paying for it in FY18.

Mr. Gorecki spoke about the purchase of the Concord-Carlisle school Buses. He said the High School is buying 10 buses; six for the Concord Schools and 4 for the High School. The four buses will cost approximately \$400,000. There was a discussion over whether the Town should pay for this in excluded debt or through the levy limit.

Community Preservation Committee Luke Ascolillo was present for this discussion. He said nothing had changed and that they are still working on the five applications that were submitted. Luke said the Conservation Commission could possibly withdraw their application for the Towle Field because they need to do further planning. The Community Preservation Committee will meet again on March 4th. Luke noted that the other applications are for: Housing Trust - \$50,000; CC at Play - \$400,000; Library - \$52,000; and, Town Clerk - \$6,000.00.

Town Meeting Warrant In reviewing the April 27, 2015 [draft] Annual Town Meeting Warrant, Mr. Gorecki said he re-organized some of the Articles. He said nothing has changed in the Consent Agenda.

Mr. Gorecki said *Article 9* is for the 2015 Budget Transfers.

Article 10 is for the FY16 Operating Budget, which was discussed with the Finance Committee earlier.

Article 11 is for Additional Appropriations. Mr. Gorecki said these appropriations are for various studies, including the Greenough Dam Design, Facilities Study, and the Fire Department Study. He said the Technology request should be a separate article because it is not a service. Mr. Stevenson asked if each of these items would be separate motions. Town Meeting Wayne Davis said a motion could be made to 'divide the question'.

Article 12 is for funding Collective Bargaining agreements [Carlisle Public School teachers].

Article 13 is a placeholder for the Wage and Classification Study.

Article 14 is the Community Preservation Act Annual recommendation. Mr. Gorecki said he would like to move this Article to earlier in the meeting.

Article 15 is for Long Term Capital items.

Article 16 was designated for the Technology request in the amount of \$20,000.00.

Article 17 is for the Concord-Carlisle Regional School Districts request for School Buses. Mr. Gorecki said this will be a Debt Exclusion article.

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Article 18 is the second Debt Exclusion article for the Replacement of Engine 5.

Article 19 is for setting up a separate fund for the PEG Access and Cable-Television related payments. Mr. Gorecki said this is a new fund that has recently become available in October through the Mass. Legislature (M.G. L c.44, §53F ¾). He said it is a specific fund set-up to receive and pay-out funds without going through an appropriation process.

Article 20 is for a Non-zoning Wetland Bylaw submitted by the Conservation Commission. Luke said this article was recommended by Town Counsel. It will be necessary to hold a public information session/not a public hearing for this article.

Mr. Gorecki said included in the Warrant is a Ballot Question regarding Deer Hunting on Town Land.

Wayne offered a comment regarding the order of the Articles. He said the right thing to do as early as possible is organize the order of the Article.

Discussion of Complaints re: Dogs

Mr. Gorecki said the Board has received a number of e-mails and letters in regard to Dog Restrictions. He said the complaints were relative to dogs that were not under the control of their owner and dog owners not cleaning up after their pets on public property. Mr. Gorecki prepared a Dog Issues Working Group document. The focus for the Group would be to look at existing by-laws, listen to the complaints regarding nuisance dogs and talk with the Police Department regarding enforcement. Mr. Gorecki said he would like to bring this matter back to the next Selectmen's meeting.

Mr. Stevenson asked about the composition of the Working Group. Mr. Gorecki said the Group should consist of at least three people, but not more than five, adding that one individual should own a dog.

Mr. Scavongelli asked if the enforcing authority should be included in this Group. Mr. Gorecki suggested that the Committee consult with the Police Chief, but not necessarily include him in the Group.

The meeting adjourned at 9:30 p.m.

Respectfully submitted by Margaret Arena